

ORDER

DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

3710.4A

9/9/80

SUBJ: FEDERAL AVIATION ADMINISTRATION (FAA) FLYING CLUBS

1. PURPOSE. This order prescribes the Federal Aviation Administration requirements regarding the formation and operation of flying clubs by employees of FAA.
2. DISTRIBUTION. This order is distributed to the branch level in FAA headquarters, regions, centers, and overseas area offices, and maximum distribution is made to all General Aviation and Flight Standards District Offices.
3. CANCELLATION. Order 3710.4, dated February 25, 1969, is cancelled.
4. REQUIREMENTS. Flying clubs may use the FAA name and/or meeting facilities, provided they comply with the following:
 - a. Membership of the club must be open to all FAA employees.
 - b. The operations of the club must meet the requirements of all applicable local, State, and Federal laws, and the Federal Aviation Regulations.
 - c. The club's constitution and bylaws must have the approval of the appropriate office, service, regional, or center director.
5. USE OF FEDERAL AVIATION ADMINISTRATION NAME OR FACILITIES. FAA approval to make use of the name or sponsorship of the FAA or FAA facilities not available to the general public shall be denied to or withdrawn from any club which practices discrimination against any person because of race, color, religion, sex, national origin, age, or physical or mental handicap. Approval granted to a club to make use of the FAA name, or facilities, shall be withdrawn if the organization conducts any of its events, meetings, or activities at restaurants, clubs, hotels, or other facilities, public or nonpublic, which refuse service or otherwise discriminate against any person because of race, color, religion, sex, national origin, age, or physical or mental handicap.
6. IDENTIFICATION OF AIRCRAFT. A flying club may not use the agency's color code, name, or other distinctive markings on its aircraft which would in any way identify the aircraft as an agency aircraft.

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7. ASSISTANCE TO FLYING CLUBS. Requests for assistance and guidance may be made to the appropriate General Aviation District Office (GADO) or Flight Standards District Office (FSDO). Any assistance or guidance provided will depend on available resources at the discretion of the district office chief.

8. AUTHORIZATION FOR PARKING AND TIE-DOWN SPACE.

a. Authorization for parking and tie-down space on FAA property may be granted to the flying club by Regional, Center Directors, subject to termination at any time by FAA, provided:

(1) Such space is available and no additional cost to the Government will result. (Additional property will not be obtained, nor will such use justify future space requirements.)

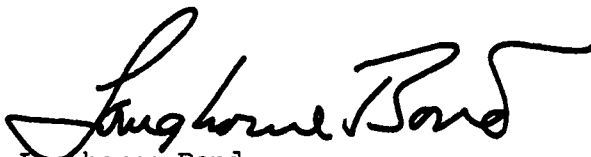
(2) This is permissible under the terms of the FAA's lease (when the property is leased).

(3) Such use will not injure the property.

(4) Such use will not interfere with the agency's mission.

(5) Such space is not located at high density airports.

b. The FAA will assume no liability or responsibility for club aircraft by reason of the grant of such authorization.



Langhorne Bond
Administrator